



Lewis Little Folks

Fall 2005

Newsletter



Office News:

Ms. Maureen Sartain, Ms. Carmella Genaro

As we begin a new fall season and a new school year, I would especially like to welcome our new families to LLF. As you will find we pride ourselves on our family atmosphere, and you are always welcome here. There are many opportunities to help out in the classrooms and the Board through various committees. We will also offer you opportunities to participate in special classroom events. Your child's teacher can also let you know of any needed help or supplies that you can donate to the classroom. Please always feel free to stop by or call the classroom or the office with any questions you may have.

This fall also brings a lot of events. There are several fundraisers going on and they are listed in this newsletter. Please consider participating in these fundraisers. The money raised will go directly to helping the children at LLF. We also had individual and classroom portraits taken of the children. We can expect these portraits to be returned to LLF by October 28th. More information about paying for these portraits will be available when they arrive. This is also a fundraiser because LLF earns a portion of money paid for all portraits.

Of course, we can't forget about Halloween. On Friday, Oct. 21, we will have our annual Pumpkin Patch festival. This is an afternoon of classroom parties where the teachers will all conduct fun and age-appropriate fall games and activities for parents and children. Then, each classroom will have a set time to go outside to the "pumpkin patch" where the children can each pick out a pumpkin to take home. The following Monday, Oct. 31, will be our annual Halloween parade. Children can bring costumes to school, and the teachers will help them get dressed in their costumes after nap time. Then, we will parade the children to the NASA picnic grounds where families and co-workers can pass out candy to the children. All children participate (even the babies!) and it's always a lot of fun for the children.

Reminder: LLF is a peanut free center. We cannot have any peanut products in our center because of severe allergic reactions in some of our children. So, we are asking that parents do not pass out peanut products or hard candy at the Halloween parade, and that you do not send peanut butter and jelly sandwiches or similar snacks to school with your child.

Safety Note: Please, please drive carefully in our parking lot. I know you are busy and possibly running late, but we have a lot of little children here that we care very much

about. There have been cars spotted racing through our lot and going up the aisles in the wrong direction. Parents who are pulling out of our lot have almost been hit. Please make our children a priority and drive very carefully in our parking lot!

Box Tops for Education: LLF continually collects “Box Tops for Education.” These are labels on the tops of many food products that families typically buy. Please look for this on your food product packages, clip them out, and bring them to LLF. There is a collection box in our main entrance way or you can bring them to the office. LLF can earn cash for box tops collected. You can visit their website at www.boxtops4education.com for more information and online coupons.

Medical forms due: Carm has given out reminders (and does so throughout the year) to parents when a child’s medical form is due to be updated. State licensing requires that children have updated physicals each year and that the form is signed by a physician. Please stop by the office for a form if your child is going for a physical. Thank you for your assistance in keeping all of our forms current for our licensing inspections.

Parent/Teacher Conferences: We have scheduled to conduct parent/teacher conferences during the week of Oct. 17, 2005. This is for all classes except Kindergarten. Please sign up with your child’s teacher for a date and time to review our curriculum and to discuss any goals you have for your child while in the classroom. Please let the teachers know if you sign up and can’t make it so that they can reschedule.

Communicable Disease Policy: It’s that time of year again. I always like to remind parents of our communicable disease policy, which is listed below. This follows State Licensing requirements. We try our very best to control the spread of germs at our center, but in group care, there will occasionally be a spread of germs. I am asking all families to read over this policy and abide by the policy to keep all of our children safe.

Communicable Disease Policy

If your child displays any of the following symptoms, either individually or collectively, our policy is to isolate the child from the other until the parents are contacted and arrive to take the child home:

- A. Vomiting
- B. Temperature of 100 F axially (under the arm)
- C. Diarrhea (more than one abnormally loose stool within a 24 hour period)
- D. Complaints of severe stomach ache, ear ache, headache, sore throat, or other pain
- E. Teary or inflamed eyes (conjunctivitis/pink eye)
- F. Severe coughing causing the child to become red or blue in the face or to make a whooping sound
- G. Untreated infected skin patches
- H. Unusual spots or rashes that you can't identify or is contagious
- I. Difficult or rapid breathing
- J. Stiff Neck
- K. Yellowish skin or eyes

- L. Evidence of lice, scabies, or other parasitic infestation
- M. Unusually dark urine and/or gray or white stool
- N. Legitimate claims by your child that s/he is too weak or too sick to attend Child Development Center or Kindergarten

A staff member observes each child upon entering their group and throughout the day to detect any of the symptoms listed above. A child exhibiting any of the above-listed symptoms of communicable disease shall be provided a cot and blanket and isolated within their classroom as available, and will not be left alone or unsupervised and will remain in sight and hearing of an adult. Then the LLF staff member will immediately contact the child's parents or guardian by phone calls to their offices(s) and to other phone numbers (cell phones, etc.) as indicated on the child's Emergency Notification Form. If neither of the parents/guardians of the child can be reached immediately, the staff member will contact the alternate person(s) identified on the child's Emergency Notification Form. The parent, guardian, or emergency contact person is expected to remove the child from LLF within one hour of the phone contact. If the parent/guardian/emergency contact person does not arrive within one hour of the initial contact, then the staff member will again call the parent/guardian/emergency contact person initially contacted every 30 minutes until the parent/guardian/emergency contact person arrives. In the event the parent or guardian becomes unavailable by phone, the staff member will again try to contact persons listed on the child's Emergency Notification Form to make arrangements for the sick child to be picked-up from the facility. If the parent or guardian fails to make arrangements for the child to be removed from LLF within 2 hours after the initial contact by the staff member, then the LLF Director shall issue to the parent/guardian a written statement of violation of this Communicable Disease Policy. The issuance of two statements of violation per child shall be cause for dis-enrollment of the child from LLF, at the Director's discretion.

Additionally, after leaving LLF sick, the child must stay home for a 24-hour period following his/her departure, unless the child returns accompanied with a written statement from a medical doctor stating:

1. The diagnosis of the condition as identified by the LLF staff member,
2. A statement that such diagnosis is not contagious, and
3. The date on which the child may be considered non-contagious

Without a doctor's notice stating such information, the child may return to the class 24 hours after his/her symptoms have subsided or she/he has been on medication for a 24-hour period. Parents/guardians are responsible for ensuring that the doctor's note contains the information required by this Communicable Disease Policy. In the event that a parent/guardian attempts to return the child to LLF sooner than 24 hours after the departure without a doctor's note, or with a doctor's note lacking sufficient information as required by this Communicable Disease Policy, the LLF Director may refuse the child's entry to LLF until the earlier of either (1) 24 hours after the initial departure, or (2) receipt of a doctor's note containing the information required by this Communicable Disease Policy.

In the event that the symptoms reoccur after the return of the child to the classroom, the parents/guardian will again be contacted as described above and the same requirements will apply again.

A LLF staff member shall continuously monitor a child who exhibits conditions of a mild illness (including but not limited to minor cold systems.), but who is not exhibiting the conditions listed above. If the mild illness conditions escalate to the conditions listed above, then the above outlined procedure shall apply. The child will be permitted to participate in daily activities so long as such child is able and willing.

Parents will be notified of possible exposure to a communicable disease by posting on the Medical Information Bulletin Board located in the main hallway next to the kitchen. Parents may also be notified by a memo placed in their child's locker.

The Director will periodically review with the staff the signs and symptoms of illness and proper hand washing and disinfecting procedures. The review will be given to each new employee and discussed periodically at staff meetings. No staff member shall attend the Center if they exhibit signs of communicable disease. The Director reserves the right to request a physician's note for a staff member to return to work following an illness.

Be sure to inform the Center, between 8:00 am and 9:15 am, when your child will be absent from school. The recovering child should be feeling well the previous evening, to be considered well enough for Child Development Center the next morning.

LLF reserves the right to refuse entry into the facility of any child deemed too ill to participate or so ill as to provide the risk of contagion to the staff or other children. The decision to dismiss a child from LLF may be made at the start of the day or any time during the day.

LLF does not have adequate facilities to provide for ill children. Accordingly, LLF's Sick Policy is designed for the maximum protection of all the children and staff in our program. LLF expects all parents/guardians to adhere strictly to this Communicable Disease Policy. Any parent/guardian who intentionally violates LLF's Communicable Disease Policy shall be issued a statement of violation. The issuance of any two statements of violation of this Communicable Disease Policy per child shall be cause for dis-enrollment of that child from LLF, at the Director's discretion.

Proper immunizations and **annual** physicals will be required for all children enrolled in the Child Development Center or kindergarten. Evidence to that effect will be required yearly as outlined in the enrollment procedures.

LLF COMMITTEE NEWS:

Fundraising Committee:

By Tina Jicha

Fall has arrived! With the arrival of fall comes **many** LLF fund raisers. The fundraising committee is very excited about this year. The committee feels strongly that the funds raised through our fundraisers should benefit our school and our children directly. This year we believe our focus will be shade sails for the playground area to provide additional shade to the children while they are out playing during the heat of the summer. Below is a summary of what will be going on over the next two months. Detailed information on each one will follow soon.

- 1) Just a reminder that the **CFC** campaign has begun. Contributions will be accepted through October 22nd. If you have not already done so, please consider donating your funds to Lewis Little Folks. Our CFC number is 7020.
- 2) **WESTFIELD WORKS WONDERS** tickers are now available at LLF in the office. The cost is \$10 with \$7 of the proceeds going directly to our center. The event will be held Sunday evening, November 13th at all the Westfield Mall locations. Don't forget to ask your coworkers and family if they would be interested in a ticket.
- 3) **ENTERTAINMENT BOOKS** - Buy your Entertainment Book today! Books are \$25 with \$8 of the proceeds going directly to LLF.
- 4) **CONSTRUCTIVE PLAYTHINGS** - The Constructive Playthings Fundraiser has begun. LLF purchases toys from this company for our classrooms, so many of the toys that your children enjoy here every day are now available for you to purchase. The toys will be delivered to LLF, and it is an easy way to begin your holiday shopping. Orders must be submitted by Friday October 14th.
- 5) **CURRENT** - This is a fun catalog we do each year. It offers many unique gift ideas and items such as wrapping paper, cards and ribbon to get you prepared for the holiday season. We receive 50% profit on all sales. Catalogs will be in the kid's lockers the end of October.

Thank you for your continued support!!!!

Staff Appreciation Committee

By: Marilyn Groff

The Staff Appreciation Committee recently met to plan the events for this school year. We have many ideas to express to the LLF Staff our gratitude for all their hard work and devoted care. The Committee will continue the birthday activity where we recognize each staff member with a small gift. We also came up with the idea to have a seasonal staff recognition, the first of which will start this autumn. We also hope to continue with Teacher Appreciation Week and upcoming events such as births, weddings, and other special dates as our funding permits. You may wish to acknowledge the LLF staff individually as well. You can find birthdays and other dates to remember on the white board in the lobby by Carm's office.

The effectiveness of the SAC is directly impacted by the funds and participation it receives from you. We greatly appreciate your donations. If you would still like to

donate, please drop cash in an envelope (labeled SAC) or a check made out to LLF in the Board of Trustees box. We welcome new members at any time, so please feel free to call me (x2537) or drop me an e-mail.

CLASSROOM NEWS:

Bunny 1: Ms. Renee, Ms. Jill, Ms. Melanie

Fall is here and we can look ahead to the leaves changing and the snow falling. The seasons bring great opportunities for us to do lots of hands-on learning. The indoor days of colder/wetter weather will provide us with ample time for finger painting, roller & dot painting, sticky collage, stamp pad art, and wet chalk painting. Outside, we will collect leaves for art and meet squirrels collecting acorns and feel the cool wind blowing on our faces.

October is a favorite and fun time of the year! The many activities include a Halloween parade, complete with costumes and pictures, and the pumpkin patch, where we pick out our very own little pumpkins. Parents are always welcome and invited to join in the fun and take pictures!

We would like to welcome our newest “bunnies” to the Bunny 1 Room. Justin Vaden, born 3/28/05, Marty Macsay, born 5/17/05, Elaine Schaft, born 2/1/05, Hope Ptacek, born 2/4/05, Piper Anderson, born 6/11/04, and Lorelei Hack, our youngest bunny, born 7/15/05. In addition, please welcome, our new Bunny 1 teacher, Jill Gefert, who joined our room in July.

Congratulations and good-bye to our former bunnies, Emily Williams, Darcie Zudell, Hannah Jones, Alena Hu, and Anthony Ratino who all graduated to the Duck and Puppy Rooms. We will miss all of them.

We would like to ask all the parents for a family photo to hang on our mirrors, so we can recognize and point to family members (recommended for accreditation). Also, please check clothes bins for cooler weather clothing which will be needed. Don't forget sizes, too. (We grow fast!)

Bunny 2: Ms. Tina, Ms. Tara, and Ms. Melanie

We would like to begin by saying goodbye to Nick Fumich. He has left LLF to stay home with mom. We will miss him! We would also like to say goodbye to our friends Michael Logsdon, Cooper Flowers, Julia Groff, and Helina Wilson. We wish you all the best in your new rooms!

We would like to extend a BIG welcome to our new friends Noah Weaver, Jacob Linden, Imani Wright, Case McIntyre, Joshua Mullenax, and Evan Kortess. We hope you enjoy Bunny 2!

As you know the weather is changing, so please check your child's extra clothes box for appropriate clothing. They will also need hats and jackets for outside play.

In October we will be having our yearly Pumpkin Patch and Trick or Treat Parade. The Bunny 2 teachers will also be having a Halloween Parent Social. Sign up sheets will be posted.

Congratulations to Kylie Jicha and Noah Weaver on learning to crawl. Way to go you two!

Ducklings: Ms. Samantha, Ms. Wanda

Hello Duck Parents:

First, we would like to welcome Ms. Wanda to our duck pond! Ms. Wanda has an Associates degree in Early Childhood and is currently working on her Bachelor's degree.

We would like to do some different things with the children this fall. We already have our new friend, Hammie the Hamster, Hammie is a great subject for science. We are also going to be doing a lot of fun hands-on activities in our classroom. We would like to include parents in our fun, so we are asking for any disposable camera donations so that we may take lots and lots of pictures for you to enjoy. We also encourage parents to join our October Halloween activities.

Our lesson plan will be posted on our parent board outside of our classroom along with any other information concerning the duck pond. Please feel free to give suggestions and/or comments about anything. We are always open to our parents' involvement.

In November, we want our families to join us in a Thanksgiving feast/potluck. Dates, times, and other information will be coming later. We will also have games and activities for you to enjoy with your child.

In December, winter will be here and we will be inside more. But, we plan to make the best of it for our little ducklings. We will be playing with colored snow and ice fishing, among other fun activities. We will also be learning about the different holidays and family gatherings.

Thanks again for letting us be a part of your child's life!

Puppy 1: Ms. Lisa, Ms. Kim

The Puppies were busy for the month of September. We started off the month welcoming our new friends to the Puppy room. We are encouraging sharing, new friends, and cooperation through fun games in circle time, together art projects, and songs.

We have also been working on our letters of the alphabet in the classroom. We have a new letter each week featured in the Puppy 1 classroom. We have learned the letters A-F so far. In the Puppies, we teach our letters through hands-on learning activities that are developmentally appropriate for young children. We have experienced many fun learning activities this past month. They are as follows:

- A- We learned about apples. The children were able to use their senses to explore the apple. We were able to taste the apple, see the star in the middle of the apple, paint with the apples and dry the apples to make apple chips! Yummy!!
- B- The children learned the song/story "Brown Bear." We learned how to say Brown Bear in sign language. We also went on many bear hunts....and continue to do so, as it is a favorite!!
- C- This was a super busy week! We read the story "If You Give a Mouse a Cookie." The children loved this story and enjoyed re-telling it with felt pieces. We were also able to make and decorate our own cookies!! The children enjoyed seeing an egg, melting butter, and mixing the dough.
- D- This week we learned about ducks and "D"iscovered deciduous trees and other wonders outside. We went on a nature walk outside and found many leaves of different shapes and colors. We also found some pretty flowers and put them into water to look at in our class. We had a class visitor, "Quackers" the puppet. He comes in the morning for circle time to introduce our letter of the week. He also has a saying that helps us remember how to treat our friends: "Be Kind".
- E- This week brought great fun with elephants and eggs! The children sang "E" songs and played "look through the mask and who do you see?" with an elephant mask. We also had egg rolling and an "E"xceptional snack.
- F- We fell into fall this week. It included fall wreaths in which the children helped to paint noodles and then glued them onto paper wreaths. They loved it, even though we did not let them eat the painted noodles! Also this week brought feet and feather painting and a fall leaf project.

This month we are looking at the letters G and H.

- G- This week will bring our "G"reat community helpers week. This week we will learn to stop, drop, and roll. We will talk about police officers, doctors, teachers, and garbage men and women. This will be fun for our kids because they will get to meet a real police officer! We have arranged to have a visit from officer G. He is excited to meet the children.
- H- This week will be great: Happy Halloween Week. We will paint pumpkins and make lots of decorations. Friday is going to be the great Pumpkin Patch. The children will be able to find the perfect pumpkin for themselves. So, if you are coming, don't forget to bring the camera!

We would like to say "Happy Birthday" to our September birthdays...Jordan Fusco, Marquis Globokar, Alyssa Scheneman, and Madison Herrington.

This past month we also said farewell to our friend Kirsten Van Zante who moved up to the Bear room. We had a fun party with cupcakes and kisses goodbye. Connor Hack turns three this month and will be leaving us on his upward journey to the bear room. We will miss you so much. Good luck, Kirsten and Connor. We love you!!

The month of October has already brought many new and exciting adventures for your little ones including the welcoming of our new friend, Grace Craig. The Puppies are excited to welcome her into our class.

Thank you.

Puppy 2: Ms. Paulette, Ms. Nancy

Hello from Puppy II Room!!

We would like to say thank you to all of our parents that helped us survive the hot summer with cool treats.

During our week of transitions, Quentin Curry and Scott Atkins moved on to become Bears. We miss them a lot but are able to catch a glimpse of them through the fence. Welcome Michael Logsdon, Jaida Malone, Hannah Prante and Zachary Taylor. They are the newest students to join Puppy II and they bring a whole new level of excitement to our classroom. Also welcome to Ms. Nancy, who brings nearly four years of teaching experience to us.

We are interested in fostering your child's self esteem and independence. Some ways in which we will do this is by allowing them to put away their own things, putting on their coats, hats, shoes, and socks and helping to put away toys in our classroom. We plan to have many age appropriate activities going on at all times throughout the day, such as songs, stories, art, and indoor and outdoor play.

Preschool 1: Ms. Anita, Ms. Cathy:

Welcome to Preschool One! We are planning another exciting year for your child. We may even have a few surprises thrown in for you to come and explore.

We would like to wish our following friends a HAPPY BIRTHDAY: Madeline Jackson, Mackenzie Jackson, Kirsten Van Zante, Megan Stewart, Kevin Yu, Brian Duffy and Brandon Doehne.

If it is possible, we would like it if you could have your child at school by 9:30 am so we could have group time together. Our main goal is for your child to have a great time in a learning atmosphere. We will be focusing on language, communication, fine motor, social and emotional skills. In the following months your child will explore the world of learning and will develop many new skills. We hope that you will enjoy watching their progress and foster their love of learning. We are very happy to have you and your child in our classroom and look forward to a wonderful school year.

Let us tell you about ourselves:

I am Anita Packard. I am currently working on my associate's degree in Early Childhood Education. I have been with LLF for over 5 years and look forward to another year

working with your child. I would like to say welcome to our new classmates. To my old friends...it is great to see you again!

I am Cathy McDonnell. I have my Associates degree in Early Childhood Education and Liberal Arts from Tri-C. I have been at LLF for 20 years. I started a few months after the center opened. On my off time from the center I take care of my mother, and spend time with friends and family. I also enjoy working on my hobbies of scrap booking and stamping.

Preschool 2: Ms. Maureen B., Ms. Sharyl

Hello from the Preschool 2 Room. We've had a very fun and busy September. We have been getting to know our old school friends better, plus getting to know our new friends Michael Rolince, Halle Moder, Ayana Mc Coy, Quentin Curry, Nichaella Noebe, Cristina Collazo-Lopez, and Gabriela Santiago. We have begun the alphabet, along with numbers, using many activities planned to help us learn about these concepts.

In October we will be learning all about autumn, Fire safety, and Community Helpers. We will be having a Hoedown for part of the Fall Season. We are working on a guest speaker for Fire Safety, plus talking about what our parents' jobs are, and how those jobs are an important part of the community.

Our fall birthdays are: Ryan Kortes (8-15), Halle Moder (8-26), Quentin Curry (9-11), Cristina Collazo-Lopez (9-14), Nolan Kachmar (9-25), Anna Grantier (10-10), Matthew Williams (10-10), Micah Yee (11-6), Nathaniel Van Drei (12-14), Michelle LeGallee (12-15), and Michael Rolince (12-21). We would also like to welcome our new student teacher, Lealynd Pazderak. She will be with us for 16 weeks and is a great help in our classroom. Please be sure to introduce yourselves to her.

Preschool 3: Ms. Donna, Mr. Tim

We had a terrific transition from puppies to the preschool 3 room! All of our friends are doing a wonderful job listening and following the rules. The children really seem to enjoy being with each other and making new friends as well as rekindling old friendships.

The children have been learning their letters and numbers with show-n-tell being a class favorite! Remember to bring in a show-n-tell every Thursday. These items should reflect the letter or number of the week.

We are also going to be learning about fire safety, community helpers, autumn, and of course, celebrating Halloween with the Pumpkin Patch party and the trick-or-treat parade! More details to follow.

It's getting to be somewhat cooler now. Please make sure your child has some warm clothes as well as underwear and socks in the basket in their locker.

As teachers, we want to remind you that we are always available to talk with you or to help in any way. We count it as a privilege to teach and care for your children.

Happy Birthday to: Olivia Passe 10/11, Victoria Holtz 10/21, Matthew Stueber 10/21, Eric Shyne 10/23, Ethan Jones 11/13, and Nomar Lebron 12/15.

Preschool 3 phone number: 433-9183.

Kindergarten: Ms. Foster, Ms. Ammons

Welcome to Ms. Foster and Miss Ammons' Kindergarten class. We are looking forward to an exciting year working with your child. We would like to welcome Darrin Scott to our school and class.

We are beginning to settle into our daily routine. The children are working very hard. The behavior frogs are staying on the log much more each day.

This year we have an "All About Me Board." Every 2 weeks, two different students and their families are assigned to bring in pictures all about themselves. The boards are beautiful and I would like to welcome all parents to come in and view them. Thanks for all the hard work.

Happy Birthday to Devin 9/29, Angela 9/30, and Brian 11/8.

A few reminders:

1. Please check & empty folders nightly
2. Please sign up for Reading Club & Alphabet Parties.

Children love to have their parents come in and read. They also look forward to alphabet treats. Thank you!

Upcoming events:

Children's Museum Field Trip: October 21 (10:30-2:00)

Pumpkin Patch & Party: October 28 (NO COSTUMES)

Halloween Parade: October 31 (bring in costumes,)

DO NOT WEAR COSTUMES TO SCHOOL! NO MAKEUP PLEASE!

After school News: Ms. Ammons

Our program starts at 3:00. The children love to play with their friends after being in school all day. Usually I have a craft going at the same time and most of the children will come over for the craft. The children did a great job on designing their own shirts/sweatshirts. I have lots of great crafts coming up for the holidays! Please remember on some days we will spend time outdoors and may not get our craft done until another day. All children need to keep sneakers and a jacket/sweater/sweatshirt in their lockers for outdoor games and activities.